

## **Jefferson County Library Service**

### **Board Meeting Minutes**

July 10, 2012

**Call to order:** Meeting was called to order by President Sue Hartwick at 6:02 p.m. at the Dwight Foster Public Library in Fort Atkinson, Wisconsin.

**Trustees present:** Sue Hartwick, Leigh Froelich, Betty Stoffel, Janet Sayre Hoeft, Julaine Appling (arrived at 6:04 p.m.)

**Librarians present:** Joan Behm/Cambridge, Luci Bledsoe/Johnson Creek, Peg Checkai/Watertown, Leann Lehner/Jefferson, Kathy Hookham/Palmyra, Cecelia Wiltzius/Waterloo, Stacey Lunsford/Whitewater, Connie Meyer/Fort Atkinson and administrator of Jefferson County Library Board

**Others present:** None

**Minutes:** The minutes of the April 19, 2012 were declared approved with no objections.

**Public comments:** There was no one present for community comments.

**Correspondence:** There was no correspondence to be read into the minutes.

**Old business:**

**Revision of mission statement:** This agenda item was deferred pending Appling's arrival.

**2012-2015 strategic plan:** The draft of the plan was discussed. The plan includes latest services being offered by county libraries, historical background, state statutes that apply to libraries and the goals for library services in Jefferson County. There was some discussion regarding item III.A. in terms of ways to measure library services and the impact of the electronic age. Libraries were asked to submit comments and revisions to Meyer by August 15<sup>th</sup>. Once comments are received, a revised document will be sent to county librarians to take to their library boards for consideration.

**Revision of mission statement:** A proposed revised mission statement was discussed. It was considered to be more grammatically correct. The new mission statement under

consideration: *The Jefferson County Library service works to support and strengthen our municipal libraries so that all county residents receive quality public library service.* This revised mission statement was approved unanimously. (Appling/Stoffel)

#### **New business:**

**Select county resource library for 2013:** Dwight Foster Public Library in Fort Atkinson was unanimously chosen as the 2013 county resource library. It was noted that this selection should take place earlier in the year from this point forward. (Stoffel/Appling)

**2013 county resource library budget request:** The 2013 county resource library budget request from Dwight Foster Public Library in the amount of \$3,320 was unanimously approved. (Appling/Froelich)

**2013 county library service operation budget request:** The spreadsheet documenting the libraries' circulations and costs used to determine the request was examined as well as the distribution schedule. The request is based on 2011 circulations and includes all the county libraries as well as all the requesting libraries in the five adjacent counties. The 2013 operating budget request in the amount of \$1,043,585 was approved unanimously and will be forwarded to the county for their review. (Stoffel/Froelich)

**2013 capital library service capital budget request:** A four year capital plan for technology purchases was developed and discussed previously. Meyer discussed the plan with county administrator Petre who would prefer a one-time request for the full four year program instead of smaller requests each year for the four years due to the nature of the budget process and the inability to commit to future dollars that far out in advance. The county library board decided to submit the request for the four year capital investments in technology in 2013 in the amount of \$32,000 with the understanding that there wouldn't be capital requests again until the end of the four year period. (Appling/Hoeft)

**E-book purchases:** There was a lively discussion about e-books and how they've impacted libraries including the partnership public libraries have with OverDrive through the Wisconsin Public Library Consortium, Mid-Wisconsin Federated Library System's role, and the way publishers are denying access to e-books to libraries through OverDrive.

**Reports from libraries:** Each librarian reported on happenings in her library.

**Next meeting:** The next county library board meeting will be set for later this fall. There will be a public hearing on the strategic plan at the start of that meeting and then the county library board will consider adoption of the plan during the meeting. Once the plan is adopted by the county library board, it will be sent to the county board of supervisors for consideration and adoption and, finally, sent to the Department of Public Instruction's Division for Libraries and Technology (DLT).

**Adjournment:** There was a motion to adjourn with no objection at 7:44 p.m.

Respectfully Submitted,

Janet Sayre Hoeft